



**Not Found In Google!:** using the cool tools on the Library website to find information on the “hidden” Internet (books, videos, articles, maps, photos, more . . .)  
<http://library.scottsdaleaz.gov>

### Class Objectives:

- Recognize and use the two common elements of a searchable database
- Locate and open Library Catalog, magazine & newspaper index databases, and other subscription databases
- Perform basic Library Catalog searches
- Perform a basic search for magazine or newspaper articles
- Perform a basic search in online databases, such as eLibrary, Novelist, AP Photo Archive, Reference USA and business, research articles or encyclopedia databases.

### Searchable Databases:

1. Have a text box where you type your search terms
2. Have a “Search” or “Go” button (or you can press the Enter key) to send the search terms to the computer.

### Start with our web site home page:

Click the Library Catalog or the Catalog Search links to begin your search for library materials.

The screenshot shows the Scottsdale Public Library System website. At the top, there's a banner with the text "It's my library!" and "Scottsdale Public Library System" flanked by two photos of people. Below the banner is a navigation bar with links: Home, Library Catalog, Online Resources, What Do I Read Now?, Southwest Room, and About My Library. Under Library Catalog is Kids Stuff, and under Online Resources is Teen Turf. Below the navigation bar is a section for "FREE Computer Classes" with a photo of a group of people. To the left of this section is a "QUICK LINKS" box with links: Catalog Search, Databases & Websites, Get a Library Card, Hours & Locations, and Renew Items. To the right is a "WHAT'S HOT?" box with links: Computer Classes, Desert Landscaping, Tax Resources, Wireless Access, and Search our Site. At the bottom right is a red circular button that says "ask a librarian". Annotations with arrows point from the text boxes to specific links: from the top text box to "Library Catalog" and "Catalog Search"; from the bottom text box to "Online Resources", "Databases & Websites", and "Search our Site".

**"It's my library!"**  
**Scottsdale Public Library System**

Home	Library Catalog	Online Resources	What Do I Read Now?	Southwest Room	About My Library
	Kids Stuff	Teen Turf	Programs & Events	For Teachers	Es Mi Biblioteca

**QUICK LINKS**  
[Catalog Search](#)  
[Databases & Websites](#)  
[Get a Library Card](#)  
[Hours & Locations](#)  
[Renew Items](#)

**FREE Computer Classes**

**WHAT'S HOT?**  
[Computer Classes](#)  
[Desert Landscaping](#)  
[Tax Resources](#)  
[Wireless Access](#)  
[Search our Site](#)

**ask a librarian**

Click the Online Resources, the Databases & Websites, or the Search Our Site links to find online databases with articles, research reports, directories and more on a subject



"It's my library!"

Scottsdale Public Library System



Home	Library Catalog Kids Stuff	Online Resources Teen Tuff	What Do I Read Now? Programs & Events	Southwest Room For Teachers	About My Library Es Mi Biblioteca
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- Databases and Web Sites
- Find Full-Text Magazines & Journals
- Timesaver Research Guides
- Cox Education Network
- Other Area Libraries
- Our Site: A to Z
- Search or Browse Our Site
- Contact Us

## Databases and Web Sites

- Databases** are like reference books, but they are online. Click on the database name to enter the database. Click on the ⓘ next to the name for a brief description of each database. [Click here for an alphabetical list of databases.](#)
- Sites** are lists of websites recommended by library staff.

Click on a subject, or scroll down to see all database links

[General Reference](#) • [Search Engines](#)

[Art](#) • [Automotive](#) • [Biography](#) • [Books and Literature](#) • [Business](#) • [Careers](#) • [Computers](#) • [Education](#) • [En Español](#) • [Entertainment and Homelife](#) • [Geography](#) • [Genealogy](#) • [Health](#) • [Law and Politics](#) • [Magazines & Journals](#) • [Newspapers and Current Events](#) • [Personal Finance](#) • [Sciences](#) • [Society and Culture](#)

### General Reference

[top](#)

[Address & Phone Number Sites](#)

[Gale Virtual Reference Library](#) ⓘ

[General Reference Sites](#)

[Opposing Viewpoints Resource Center](#) ⓘ

[Oxford Reference Online](#) ⓘ

[SIRS Knowledge Source](#) ⓘ

[Sites For Librarians](#)

[World Book Encyclopedia](#) ⓘ

### Art & Antiques

[top](#)

[Art Sites](#)

[Prices4Antiques Reference](#) ⓘ

[SIRS Renaissance](#) ⓘ

### Automotive

[top](#)

[Auto Repair Reference Center](#) ⓘ

[Automotive Sites](#)

### Biography

[top](#)

[American National Biography Online](#) ⓘ

[Biography & Genealogy Master Index](#) ⓘ

[Biography Resource Center](#) ⓘ

[Biography Sites](#)

### Books and Literature

[top](#)

[Book & Literature Sites](#)

[Books in Print plus Reviews](#) ⓘ

[Lit Finder](#) ⓘ

[Literature Resource Center](#) ⓘ

[Novelist](#) ⓘ

[OCLC Firstsearch](#) ⓘ

[Reference Guide to World Literature](#) ⓘ

[What Do I Read Next?](#) ⓘ

### Business

[ABI/INFORM Complete](#) ⓘ

[Business & Company Resource Center™](#) ⓘ

[Business Sites](#)

[Forms On File® On-line](#) ⓘ

[Property Pro](#) ⓘ

[Reference USA](#) ⓘ

[Value Line Plus](#) ⓘ

[Wall Street Journal](#) ⓘ

### Careers: Web Sites

[Careers & Employment](#)

### Computers

[top](#)

[Search Engines](#)

[Computer Sites](#)

### Education

[top](#)

[Curriculum Resource Center](#) ⓘ

[Encyclopedia of Education](#) ⓘ

[Learning Express Library](#) ⓘ **New!**

[Education Sites](#)

### En Español

[top](#)

[EBSCOhost Español](#) ⓘ

### Entertainment & Home Life

[top](#)

[Cooking and Food](#)

[Crafts and Hobbies](#)

[Encyclopedia of Food and Culture](#) ⓘ

[Entertainment](#)

[Parenting](#)

[Pets and Animals](#)

[Sports and Recreation](#)

[Travel](#)

### Genealogy

[top](#)

[Ancestry Library](#) (in-library use only) ⓘ

[Biography & Genealogy Master Index](#) ⓘ

[Genealogy Sites](#)

[HeritageQuest Online](#) ⓘ **New!**

### Geography

[top](#)

[Digital Sanborn Maps](#) ⓘ

[Geography Sites](#)

[State Geography](#) ⓘ

[World Geography](#) ⓘ

### Health

[top](#)

[Alt Healthwatch](#) ⓘ

[EBSCOhost Health Source - Consumer Edition](#) ⓘ

[EBSCOhost Health Source - Nursing/Academic Edition](#) ⓘ

[Health Sites](#)

[EBSCOhost Health Source - Clinical Pharmacology](#) ⓘ

[Encyclopedia of Aging](#) ⓘ

[Health Sites](#)

### Law & Politics

[top](#)

[Encyclopedia of Crime & Justice](#) ⓘ

[Gale Encyclopedia of Everyday Law](#) ⓘ

[Government and Politics Sites](#)

[Law Sites](#)

[SIRS Government Reporter](#) ⓘ

### Magazines

[top](#)

[eLibrary \(formerly BigChalk Library\)](#) ⓘ

[EBSCOhost Masterfile Premier](#) ⓘ

[Find Full-Text Journals and Magazines](#)

[Magazine Sites](#)

### Newspapers and Current Events

[top](#)

[America's Newspapers](#) ⓘ **New!**

[AP Photo Archive](#) ⓘ

[Arizona Republic](#) ⓘ

[CDNews](#) ⓘ

[EBSCOhost Newspaper Source](#) ⓘ

[Newspaper Sites](#)

[ProQuest Newspapers](#) ⓘ

[Scottsdale Newspaper Index](#) ⓘ

You can use our Online Databases and Selected Web Sites from your home pc.

To use an Online Database at home, you will need to supply your Scottsdale Public Library card number in 4-digit PIN.

Call the Library to find out how to set your PIN, or stop by the Check Out desk

There are more databases on our live web site than are shown here.

1. Click on a category link, or scroll to it.
2. Click on a database link to use the database

## Examples of search screens for Searchable Databases:

### Library Catalog:

The screenshot shows the Scottsdale Public Library System search interface. At the top, there's a banner with the text "It's my library!" and "Scottsdale Public Library System". Below the banner, there's a search bar with the text "Search the Catalog" and a description: "Search the library's holdings for books, eBooks, digital records, images, periodicals, and more." The search bar contains the text "scottsdale art". To the right of the search bar, there's a "Go" button and an "Advanced Search" button. Below the search bar, there's a dropdown menu with the text "View Entire Collection" and a list of categories: Arabian Library, Civic Center Library, Mustang Library, Palomino Library, New Items, DVD & Videos, Music, Audio Books, Media Collection, and Adult Fiction. To the left of the search bar, there's a "SEARCH THE CATALOG" section with links to "Cambiar a Español", "KidsOnline", and "Search tips". To the right of the search bar, there's an "OTHER RESOURCES" section with links to "Library Web Site", "Featured item lists", "Scottsdale Newspaper Database", and "Interlibrary Loan".

**Search the Catalog** Search the library's holdings for books, eBooks, digital records, images, periodicals, and more.

Keyword

**SEARCH THE CATALOG**

- [Cambiar a Español](#)
- [KidsOnline](#)
- [Search tips](#)

**OTHER RESOURCES**

- [Library Web Site](#)
- [Featured item lists](#)
- [Scottsdale Newspaper Database](#)
- [Interlibrary Loan](#)

**View Entire Collection**

- Arabian Library
- Civic Center Library
- Mustang Library
- Palomino Library
- New Items
- DVD & Videos
- Music
- Audio Books
- Media Collection
- Adult Fiction

### Ebsco Masterfile Premier (magazine articles):

The screenshot shows the Ebsco Masterfile Premier search results page. At the top, there's a search bar with the text "Searched: MasterFILE Premier for SCOTTSDALE ART". To the right of the search bar, there's a "Add this search to folder" button and a "Display link to this search" button. Below the search bar, there's a "Find:" label and a text input field containing "SCOTTSDALE ART". To the right of the input field, there's a "Search" button and a "Clear" button. Below the search bar, there's a "Database Help" link and a "Search Tips" link. To the right of the search bar, there's a "Folder is empty." message. Below the search bar, there's a "Refine Search" button and a "Results" button. To the right of the search bar, there's a "To store items added to the folder for a future session, Sign In to My EBSCOhost" message. Below the search bar, there's a "1 - 3 of 3 Pages: 1" message. To the right of the search bar, there's a "Sort by : Date" dropdown menu. Below the search bar, there's a "See: All Results" message and a "Periodicals" link. To the right of the search bar, there's an "Add (1-3)" button. Below the search bar, there's a list of results. The first result is "1. [Art in Bloom](#). **Art** & Antiques, Jan2005, Vol. 28 Issue 1, p94, 7p, 10c; (AN 15532624)". To the right of the result, there's an "Add" button.

Searched: MasterFILE Premier for SCOTTSDALE ART

[Database Help](#) [Search Tips](#) **Folder is empty.**

**Refine Search** **Results** To store items added to the folder for a future session, [Sign In to My EBSCOhost](#)

1 - 3 of 3 Pages: 1 Sort by :

See: All Results [Periodicals](#) [Add \(1-3\)](#)

1. [Art in Bloom](#). **Art** & Antiques, Jan2005, Vol. 28 Issue 1, p94, 7p, 10c; (AN 15532624) [HTML Full Text](#) [Add](#)

## Common Types of Searches

### Headings:

- Uses a “controlled vocabulary” or thesaurus of terms that are assigned to each item in a database, such as Subject Headings or Author Headings. The designated headings list is searched for matches to your search terms.
- Commonly found in library catalogs (both card catalogs and online catalogs), but may also be available in other databases.
- You must type the search terms in the exact order and format of the heading, such as “author’s last name first”, or “start of the title with every following word in the exact order”, or correct subject heading.
- Usually produces a very precise, highly relevant results list.
  - *Examples:* Author – “Hemingway, Ernest”
  - Subject Heading – “World War 1914-1918” (not “World War I”)
  - Title - “Farewell to Arms”

### Keywords:

- Will search for your terms regardless of the correct order.
- Most common type of searching used in a wide variety of databases, including our Information Databases and in World Wide Web search engines.
- Often is not restricted to a specific “heading” but will search for terms in several places of the database listings, i.e. “in all the fields”
- Produces a large result list, but many “hits” may be only marginally relevant, or irrelevant, to your research needs.
  - *Examples:* Author Keyword – “Ernest Hemingway” or “Hemingway Ernest” (order is reversed – both will work )
  - Subject Keyword– “1914-1918 World War” (order is reversed)
  - Title Keyword - “Arms Farewell” produces “A Farewell to Arms”
  - All Fields – “Farewell Ernest” produces Ernest Lehman’s, “Farewell performance” as well as Ernest Hemingway’s “A Farewell to Arms”

### Boolean

- A refinement on both Heading and Keywords searching that uses “Boolean Operators” such as AND, OR, or NOT to combine two or more words in the search statement to broaden or narrow your search results.
- You must include the search term after the Boolean Operator in parentheses.
- Can be confusing to use at first, but can produce a highly targeted result list or a very broad list using synonyms.
- Used in library catalogs, information databases, and search engines.
  - *Examples:* All Fields - “War AND (Hemingway)” produces items with both words “War” and “Hemingway” found in any field: title, author, subject, and results in a list of many war stories by Hemingway.
  - All Fields - “War NOT (Hemingway)” produces all items with the word “War”, but eliminates those with the word Hemingway
  - All Fields Combined Author & Title - “au Ernest OR (ti Arms) produces a list of all items having “Ernest” in the author field as either first or last name, plus all items having “Arms” anywhere in the Title – a huge list!